

SCHOHARIE COUNTY CLASSIFICATION SPECIFICATION

Class Title: **CARTOGRAPHER**

Jurisdictional Class: **Competitive**
Date Adopted: **9/11/78 as Draftsman**
Date Revised: **12/9/98**
Jurisdictions: **County**
Union Status: **CSEA**
Pay Grade: **7**

DISTINGUISHING FEATURES OF THE CLASS: Performs basic drafting in preparation for more advanced work performed by Tax Map Technicians. Incumbents usually work under supervision. The work is reviewed by technical staff. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Prepares, maintains and updates charts, graphs, maps and parts of maps based on field data, sketches and descriptions;
Collects and compiles statistics and makes computations;
Files and indexes blueprints, drawings and specifications;
Traces and inks drawings;
May operate computerized drafting, plotting or geographical information system programs;
May encode mapping information into usable computer data;
May operate survey instruments as member of a field survey staff.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Working knowledge of mathematics including plane geometry, and of the practices and principles of drafting, drafting instruments and CAD equipment; ability to understand and interpret complex oral and written information; ability to think in abstract terms and apply such reasoning to the operation of computer graphics equipment; ability to learn new drafting technology; ability to write and print legibly; good judgment; initiative.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma including or supplemented by a course in mechanical drawing or drafting.